

1551 - CONSTRUCTION MANAGER

NATURE OF WORK

Performs difficult professional work involved with design, construction, inspection, and renovation of City buildings and associated facilities.

ILLUSTRATIVE EXAMPLES OF ESSENTIAL DUTIES

Directs the administration of environmental issues as they relate to City facilities, structures and real estate to ensure compliance with Federal, State and local regulations.

Establishes building construction and environmental programs and standards.

Authorizes the work of architectural, engineering, environmental consultants and contractors on a variety of complex projects.

Reviews and establishes goals and objectives, through conferences and reports, and provide direction for the satisfactory attainment of same.

Analyzes highly technical and complex issues in engineering, construction, and environmental and establish direction, policies and objectives.

Supports City officials in the development of complex and difficult building construction projects including land selection and contract negotiations.

Evaluates and monitors proposed environmental, engineering and construction related legislation to ensure timely compliance with new regulations.

Reviews and analyzes of on-going procurement and project development processes, from planning to project occupancy, to provide for continuous improvement through policies and procedures.

Manages construction site operations and safety programs.

Approves consultants plans and specifications at various stages of development, shop drawings, payment requisitions, change orders, substitutions, releases of lien and project completion and closeout.

Performs related work as required.

KNOWLEDGE, SKILLS AND ABILITIES

Thorough knowledge of construction practices, techniques, materials and equipment relating to public works and utilities;

Thorough knowledge of engineering plans, specifications and drawings;

Ability to read and interpret complex plans, specifications and blueprints and to compare them with construction practices;

Ability to detect construction faults and to appraise construction for quality and physical depreciation;

Ability to contact and deal effectively and firmly with contractors, builders, property owners and the public.

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MINIMUM REQUIREMENTS

Graduation from an accredited college or university with a Bachelor=s degree in Architecture, Engineering, Construction Management, or closely related field. Three (3) years full-time verifiable experience in the design, construction, and management of major construction projects. One position will require extensive knowledge of the American with Disabilities Act and the State of Florida Disabilities Codes and Regulations. Experience can substitute for education on a year-for-year basis. **DESIRES:** Additional training in engineering, architecture, or construction field.

PHYSICAL REQUIREMENTS

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of the telephone and personal contact. Physical capability to effectively use and operate various items of office related equipment, such as, but not limited to, word processor, calculator, copier, and fax machine. Ability to do significant walking, climbing, bending, kneeling, and stooping common at construction sites during inspections and observations.

SUPERVISION RECEIVED

Work is performed under the general supervision.

SUPERVISION EXERCISED

Supervision is exercised over subordinate technical and clerical personnel.

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